

Fearless Education

PUCKLECHURCH CEVC PRIMARY SCHOOL
MINUTES OF GOVERNORS' MEETING

10 February 2011

PRESENT	Sally Baker	Lisa Bannister	David Forrester
	Lance Foster	James Gardner	Phil Owen
	Caroline Sheppard	Tim Small	Andy Woods
	Stuart Young	Clerk	

VISITOR: Annie Smart (Deputy Head)

1. **WELCOME/APOLOGIES**

. 1. The Chair welcomed everyone to the meeting and reported that apologies had been received from Jon Bence and Rachel Goodchild, which were accepted.

The Chair gave a reminder on the need for confidentiality at all times.

2. **MINUTES FROM PREVIOUS MEETING (previously circulated)**

The minutes from the previous meeting were approved as a true and accurate record and were signed by the Chair.

3. **HEAD'S REPORT (previously circulated)**

Clarification was sought on a number of issues contained in the Report:

- **SIF Judgements** – Last year's judgements were the same as the previous year and judged as 3. With regard to Leadership and Management, 2 was considered appropriate due to the new SLT. Early Foundation was judged as 2 but not supported in Ofsted who had given 3. Helene (SIP) was due to come into school and would be part of the judgement assessment. She was encouraged in the direction the school was going.
- The school was due to have Ofsted inspection in the near future but due to the change in Government, this had slowed down the inspection process.
- Monitoring was discussed and the importance of evidence was highlighted when governors were involved.
- **Rebuild** – Key areas for investigation: Premises will be looking at the timeline, cost and prioritisation before going to Finance in order that there is a clear plan.

Please refer to Confidential Minutes.

4. **JOB SHARE POLICY (previously circulated)**

Andy Woods proposed acceptance of the policy following the amendment made to the number of days contained in 3 (d) 'On receipt of the application the Governing Body will have 28 working days to either meet with the member of staff to discuss the proposal or

Integrity

Respect

Trust

Creativity

Compassion



Fearless Education

agree to the job-share without a meeting. Seconded by Lance Foster and unanimously agreed.

E Safety Policy (previously circulated) - Andy Woods proposed acceptance of the policy. Seconded by David Forrester and unanimously agreed.

5. **REPORTS FROM COMMITTEES**

Finance Committee (previously circulated)

Please refer to Confidential Minutes.

Curriculum & Monitoring Committee (previously circulated)

The SENCO has been putting in a bid into Foyles for £10,000 for books in the Reading area.

Data (attached presentation by Annie Smart)

Annie Smart took the Governing Body through the presentation and summarised by saying, boys were starting to make progress with writing.

- Good strategies were in place for teaching reading and writing, looking at what particular groups required.
- Maths was making the predicted slow progress which had been anticipated, due to the new form of assessment being introduced.
- More data would be available mid year which would provide a more comprehensive picture.
- Thanks to be conveyed to the staff for taking new initiatives on board and benefits already being seen.

Premises Committee (previously circulated)

James gave an update on the building work and reported that the Contractors were working well despite being 5 weeks behind contract. The staff were coping extremely well in challenging conditions.

Extra money from devolved capital was required to convert the Horsa block from oil to gas in line with the rest of the school. James proposed using £2,000 from devolved capital to fund the work, seconded by Stuart Young and agreed unanimously.

Devolved capital was discussed at some length, in particular the planned use of the money. It was agreed to discuss at Premises and bring to the plan to the next FGB.

ACTION: Premises Committee

Out of School Club

James reported that the Club was running well. He asked for thanks to be recorded to George Wynter and Sarah Fox-Robinson for making such a success of running the Club.

Integrity

Respect

Trust

Creativity

Compassion



Fearless Education

6. PLAY

A film was shown of Play Schemes which were already up and running. Sally Baker gave a presentation of the proposed Play' Scheme' for Pucklechurch School highlighting:

- Scrapstore provided all the material for the Scheme.
- Inclusive for all children – mixed age/gender.
- Improved confidence and improved happiness at school.
- Integrated children and significant improvement in behaviour.
- Supervisors saw this as an opportunity for children to enjoy themselves.
- Risk perceptions – how it was managed.
- Problem solving and teambuilding
- Parents recognised the importance and quality of the scheme.
- Lunchtime Supervisors will be provided with training.
- Play Committee has been set up comprising: David Forrester, Andy Woods, Lance Foster, PSA Representative plus Scrapstore Representative. Open Committee and Governors and Parents welcome to join.
- The idea is being introduced gradually with sandpits, tyres so far, with concrete mounds to come shortly.
- Tree trunks sought after to be carved.
- Lance Foster has been promised some old military equipment from colleagues: tents, camouflage nets and tyres – the Chair thanked Lance and asked him to also convey thanks to his colleagues.

The Chair gave a vote of thanks to Sally for the work undertaken to date to get the scheme off the ground.

The scheme had risks but these remain managed risks and it is important that staff feel supported. Parents need to be helped to fully understand the concept and to date workshops and open meetings have been held for parents to enable this to happen. We need to be able to make the message very clear that children benefit hugely from this form of play and sharing these outcomes will help to allay parental concerns. Ultimately the best advert is the children and what they say.

7. REPORT FROM S.I.F. (circulated previously)

The Head went through the S.I.F. minutes highlighting various points:

- 3-5 year plans discussed.
- SLT shared the reasoning behind the Traffic light system for the SEF. There was useful discussion on how judgements had been reached.
- White Paper changing the landscape for the school.
- **Wildly Ambitious Goals (WAGs)** – Tim Small had explained that the school should agree some WAGs and that this would be looked at again in respect of the SDP for 2011- 2012
- **Governor Committees** – Tim shared his ideas on how committees could be structured which SLT would be looking at over the next few meetings.

Integrity

Respect

Trust

Creativity

Compassion



Fearless Education

8. EQUALITIES PROJECT

Annie Smart gave a presentation – please see attached.

Annie set the governors an exercise on the Equalities Project to undertake in pairs. Views would be collated from governors, staff and children. The policy would be presented at the next FGB meeting together with the action plan and scheme.

ACTION: Annie Smart

9. PSA

The Chair reported on information provided by Rachel Goodchild, who had attended the last PSA meeting:

- £2000 had been donated towards books.
- This year's summer fete would have a Victorian theme, associated with the 125th anniversary of the school (founded in 1886)
- Treasure Hunt at Revel – School was asked to come up with some new ideas and feed back to Rachel.

10. ANY OTHER BUSINESS

Governors' Day (24 March) The governors were asked to put forward ideas or requests for the day. Safeguarding was one idea, either to be presented by the LA or Head. Caroline Sheppard had a useful safeguarding powerpoint presentation which could be used.

Community Governor – The Chair proposed the appointment of Nick English as a new Community Governor and read out his bio. The appointment was seconded by James Gardner and voted unanimous.

Parent Governor Resignation – Lance Foster announced that this was more than likely his last meeting as he would be moving away from area

Vice Chair – James Gardner was the only nomination for this post and left the room. The Chair proposed that James Gardner be appointed as Vice Chair, Seconded by Caroline Sheppard and voted unanimous. James returned to the room and informed of the decision.

11. DATE OF NEXT MEETING

The next meeting is the Governors' Day and will take place on 24 March.

The meeting ended at 9:00 pm.

Integrity

Respect

Trust

Creativity

Compassion

